

TOWN OF HAYDEN

Chief of Police Job Description

The Police Chief oversees and directs all activities of the Law Enforcement communities for the Towns of; Hayden, Kearny, Winkelman and Mammoth

The towns are located in the eastern part of Pinal County and southern part of Gila County. The towns have many amenities, including motels, grocery store, several convenience stores, hardware stores, auto parts, pharmacy, medical facilities, eating establishments throughout the Copper Corridor.

The Chief will be the administrator for a total of 24 employees, 12 which are sworn officers, an operation communications center and responsible for overseeing the emergency medical service personnel. The Chief will oversee and manage a budget of approximately 1.8 million dollars, along with serving approximately 4,391 community members, according to the published 2010 census.

Job Characteristics:

The Police Chief oversees and directs all activities of the Law Enforcement for the Towns of; Hayden, Kearny, Winkelman and Mammoth and any surrounding areas in certain mutual aid circumstances. Responsibilities include strategic planning for use of resources, coordinating the activities of the department with those of other local departments and ensuring that services provided and development plans are of the highest quality. The incumbent is accountable for accomplishing departmental planning and operational goals and objectives. Assignments allow for a high degree of administration discretion in their execution.

QUALIFICATIONS

Education and Experience:

Graduation from a four-year college or university with major coursework in criminal justice, police science, public administration or a related field and five years of command or supervisory experience in law enforcement equivalent of Lieutenant, Commander, Captain or above; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job as listed above.

Licenses, Certifications and requirements:

Must possess and maintain a valid Arizona driver's license and a satisfactory driving record. Must possess or be able to obtain and maintain all Arizona P.O.S.T. required certifications. Successfully pass a background investigation check and polygraph examination.

Physical Requirements and Working Conditions:

Must possess mobility to work in a standard office setting; strength and mobility to operate a motor vehicle and take command at an incident or emergency scene; strength and stamina to lift and carry 25 pounds; vision to observe emergency scenes; strength and stamina to lift and carry 25 pounds; vision to observe emergency scenes and investigations and to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups and over the telephone and/or radio. Attends meetings at various sites within and away from the communities. Must be willing to pass a detailed background investigation. Must be willing to work extended shifts or be called back in emergency situations and work with exposure to difficult circumstances, including exposure to dangerous situations, hazardous materials and all weather conditions.

Compensation and Benefits:

Salary will be \$65,000 to \$80,000 depending on experience and qualifications. The benefits include; vacation and sick leave, health insurance contribution and retirement program.

Opening/Closing dates:

Applications will be open December 21, 2016 and will close on January 11, 2017, at 4:30 p.m. Applications can be picked up at the Hayden Town Hall, located at 520 Velasco Avenue, Hayden, Arizona 85135. You may call to have an application emailed or faxed to you. Please call the Hayden Town Hall at 520-356-7801 with any questions and a detailed job description.

Equal Opportunity Employer